

Holmes High School

SBDM Meeting

Approved Minutes: January 11, 2016

SBDM Members

Scott Hornblower, Chairperson
Renata Kennison, Teacher Representative
Karen Zaino, Teacher Representative
Anthony Magner, Teacher Representative
Julia Riley, Parent Representative
Daniele Axtell, Parent Representative
Alvin Garrison – Central Office Support
Davana Herron - Secretary

Agenda: January 11, 2016

1. Opening Business
 - a. Roll Call
 - b. Approval of the Agenda
 - c. Approval of the minutes of the previous meeting
 - d. Good News Report(s)
 - e. Public Comment
2. PTSA Update
3. Program Review Update
4. School Improvement Planning Report
5. Budget Report
6. Other Committee Reports
7. Bylaw or Policy Report or Review
8. New Business
 - a. Curriculum/Instruction
 - b. Staffing Update
 - c. Enrollment/Attendance
9. Adjournment

Meeting called to order at 4:33 PM by Scott Hornblower, Chairperson.

1. Opening Business

a. Roll Call – Present – Scott Hornblower, Renata Kennison (arrived 4:35), Tony Magner, Julia Riley, Karen Zaino, Daniele Axtell

Absent – Alvin Garrison

Others present – Davana Herron, Secretary, Donna Adams, member of the public

b. Approval of the Agenda – Mr. Hornblower requested to move agenda item 8a (Curriculum/Instruction) to after item 8c (Enrollment/Attendance) to allow for discussion. Motion to approve by Member Magner. 2nd by Member Zaino. Consensus by Members Axtell and Riley.

c. Approval of the minutes of the previous meetings – Some adjustments were requested to minutes to accurately capture the discussion. The affected changes are as follows:

Committee charge: Evaluate feasibility of the dual credit, AP and IB programs at Holmes High School and make recommendations for continuation of these programs. Committee representatives reported that three votes were taken and it was agreed that the third vote would be binding. That vote resulted in 7 members voting for the continuation of AP and 6 members voting for the continuation of IB. Ms. Kennison asked Ms. Duty to clarify another vote that was taken. That vote and the results are as follows: Member Duty: questioned committee if we would like to do a vote for a hybrid program. Committee agreed we'd like to vote on this..

Yes-----9 and 10th AP or Honors Like classes

11 and 12th IB classes

No-----Not a hybrid program; just one or other

Vote results: Yes---11 No---2

There was some discussion regarding whether what the committee voted on was the correct committee charge. Ms. Herron read the committee charge. Upon review of committee meeting minutes and reading of the SBDM charge, it was determined that the charge did not go to the committee members in the correct wording. The charge was presented to the committee as: Evaluate the AP/IB/Dual Credit programs in place and present an idea to consolidate programs to only two and also present ideas to improve enrollment of students in programs. It was determined that the Curriculum/Instruction Committee should re-group as a committee with the original charge. Ms. Zaino stated that she would take responsibility of informing the committee of the dates that were determined for the community forums.

No vote was taken, no motion was taken. Charge is still outstanding.

Motion to approve minutes of December 14, 2015 with changes by Member Magner. 2nd by Member Kennison. Consensus by Members Zaino, Axtell and Riley.

d. Good News Report –

- Member Kennison stated that five students have applied for the Governor’s Scholar Program.
- Mr. Hornblower stated that student Josh Ball has been selected to the Northern Kentucky Select Band for top wind ensemble.
- Mr. Hornblower stated that Mr. Hopkins is taking students to hear a speaker at the Martin Luther King, Jr. ceremonies and one of our students will be the master of ceremonies at the event.
- Member Kennison stated that a couple of our students have been admitted to Berea College and several of our students have received a diversity scholarship from the University of Kentucky.

e. Public Comment –No public comment.

2. PTSA Update – Member Axtell stated that there is no update at this time.

3. Program Review Update –Member Magner stated that a December submission was due and we were prepared to submit it but the tool from the state for submissions was down. He stated we are in still in the process of collecting evidence and he is meeting with district staff on Wednesday and will have more information after that. Member Riley asked if this was extra work for the teachers. Member Magner explained that this isn’t extra work but providing evidence of enrichment activities we are already using.

4. School Improvement Planning Report- Mr. Hornblower stated that we are having a monitoring visit from January 19 to January 21. Kentucky Department of Education will monitor our federal programs to ensure we are in compliance. Mr. Hornblower explained that we may need to have parents interviewed but we don’t yet have that information.

5. Budget Report - A copy of the SBDM budget including available and spent funds was given to all SBDM members. Member Kennison asked if part of this budget was paying for CERT tests. Mr. Hornblower explained that is not included in this budget. Member Axtell asked about field trips and how they are paid for. After some discussion, it was determined that SBDM council members would like to know what kind of field trips students are going on and how to aligns to the different areas of enrichment in program review.

6. Other Committee Reports – Mr. Hornblower stated that there are no committees to report at this meeting. The Curriculum/Instruction Committee is still completing their work and it is possible we will need a special meeting to hear their findings.

7. Bylaw or Policy Report or Review – A copy of the new Parent Involvement Policy and Program Review Policy were given to SBDM Council members.

8. New Business –

b. Staffing Update – Mr. Hornblower stated that we are fully staffed as of Friday when we have an ROTC instructor starting on Friday. Mr. Hornblower presented to council a proposal to hire a permanent sub. Member Zaino asked about teachers being compensated for covering classes on their planning period coverage. Mr. Hornblower stated that is being discussed at the district level and the Covington Education Association has been discussing this with the Superintendent. Motion was taken to approve request for a permanent sub for the remainder of the school year. Motion by Member Zaino. 2nd by Member Kennison. Consensus by Members Axtell, Riley and Magner. Motion was also taken to not post the English position due to a resignation. Motion by Member Zaino. 2nd by Member Kennison. Consensus by Members Magner, Axtell and Riley.

c. Enrollment/Attendance – Current enrollment is 829 students and attendance is 94%. Mr. Hornblower stated he is working with our teachers of English Language Learners teachers to create a more responsive program to our non-English speakers.

a. Curriculum/Instruction – Mr. Hornblower requested that council discuss the community forums that were held in regard to the Curriculum/Instruction Committee charge: Evaluate the AP/IB/Dual Credit programs in place and present an idea to consolidate programs to only two and also present ideas to improve enrollment of students in programs. Member Zaino and Member Magner stated that the committee would be meeting again on Thursday, January 14. Discussion regarding the forums included: alumni support and willingness to help the IB program, the ideal of creating more open enrollment in these programs, putting safe-guards in place to ensure we are supporting students needs, career choices class offerings, scheduling optioning, taking the advanced programs conversation to the district level and increasing expectations and creating building blocks or scaffolding learning. After much discussion, it was determined that a special meeting was needed. This special meeting will be held on January 20, 2016 at 4:15 PM in the Holmes High School auditorium. The agenda will be as follows:

1. Public Input
2. Report from Curriculum and Instruction Committee on Committee Charge: Evaluate feasibility of the dual credit, AP and IB programs at Holmes High School and make recommendations for continuation of these programs.
3. SBDM Council vote on recommendations of Curriculum and Instruction Committee Charge: Evaluate feasibility of the dual credit, AP and IB programs at Holmes High School and make recommendations for continuation of these programs.

8. Adjournment – Motion to adjourn by Member Magner. 2nd by Member Zaino. Consensus by Members Axtell, Riley and Kennison. Meeting adjourned at 6:46 PM.